



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
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PLEASE POST PROMINENTLY
READING LIST ANNOUNCEMENT

TO: Police Department Appointing Authorities
Police Chiefs

FROM: George Bibilos, Director
Organizational Development Unit/Civil Service Unit 

DATE: December 18, 2012

SUBJECT: READING LIST FOR PROMOTIONAL EXAMINATIONS

**DEPUTY POLICE CHIEF
POLICE CHIEF**

EXAMINATION DATE ☐ Saturday, May 18, 2013

Examinations for this series are scheduled for May 18, 2013. All applicants are responsible for reading all the texts and other materials listed below and on all pages of this announcement. Please note carefully which edition and/or date of publication is listed for each item. All chapters, appendices, glossaries, etc., are included unless otherwise noted. All examination questions will be based on these materials.

Community Policing: A Contemporary Perspective (6th ed., 2012). Kappeler, V. E., and Gaines, L. K.; Anderson Publishing Company. ISBN: 978-1-4557-2850-3.

Conducting Internal Affairs Investigations (2006). Collins, J. M.; Municipal Police Institute. Please note: This publication is available only electronically, in CD (PDF) format.

Law Enforcement Guide to Firearms Law (20th ed., 2012). Glidden, R. C. & Collins, J. M.; Municipal Police Institute, Inc.

Management Rights (2007). Collins, J. M.; Municipal Police Institute. Please note: This publication is available only electronically, in CD (PDF) format.

Massachusetts Criminal Procedure Textbook for 2012 (2012), Rogers, P. M.; Commonwealth Police Service, Inc.

NOTE: The publisher has advised that a new edition of this textbook is due to be released on February 15, 2013. Candidates are advised to obtain the text prior to the issuance of the 2013 edition.

Massachusetts General Laws, amended as of December 18, 2012.

The MPI Guide for New Chiefs (2006). Collins, J. M. and the staff of the Municipal Police Institute; Municipal Police Institute. Please note: This publication is only available electronically, in PDF format.

Police Administration: Structures, Processes, and Behaviors (8th ed., 2012). Swanson, C. R., Territo, L., and Taylor, R. W.; Pearson Education, Inc./Prentice Hall. ISBN-13: 9780135121030.

Proactive Police Management (8th ed., 2011). Thibault, E. A., Lynch, L. M., & McBride, R. B.; Pearson Education, Inc./Prentice Hall. ISBN-13: 9780136093657.

In the event of a direct and ascertainable conflict between information contained in the listed textbooks and information contained in the *Massachusetts General Laws* (MGL), the MGL will be the definitive source.

Publishers of Reading List Texts

Anderson Publishing Company, 1275 Broadway, Albany, NY 12204; (800.223.1940); <http://www.andersonpublishing.com/>. Subsidiary of Elsevier Science and Technology: <http://textbooks.elsevier.com/web/home.aspx>

Commonwealth Police Service, Inc., 5 Jethol Drive, Assonet, MA 02702; (508.644.2116); <http://www.commonwealthpolice.net>.

Municipal Police Institute, Inc., 26 Providence Road, Grafton, MA 01519; (800.322.2011); <http://www.municipalpoliceinstitute.org> or <http://www.mpitraining.com>.

Pearson Education, Inc./Prentice Hall, Consumer Order Department, 200 Old Tappan Road, Old Tappan, NJ 07675; (800.947.7700); <http://www.policetrainingstore.com>.

Please note that the Human Resources Division does not recommend specific bookstores for the purchase of reading list texts. For local vendors, contact the publishers at the address, telephone number, or web site listed, or check with the Chief of your department or local union representative for assistance. Many local bookstores will be able to special order any text not carried in stock.

Any questions regarding this reading list may be directed to Ms. Loren Fitzgibbons, Test Development & Administration Supervisor, at 617.878.9741 or at Loren.N.Fitzgibbons@massmail.state.ma.us. A copy of this reading list is posted on the Civil Service website at <http://www.mass.gov/hrd/readinglists>.